

5440-20 Adult Services Coordinator

The holder is authorized to provide comprehensive service to adults as appropriate to design, implement, and maintain educational/employment and training programs in Vermont secondary schools and technical education centers.

In order to be judged as competent, the applicant shall meet the following qualifications:

1. Hold a master's degree, or its equivalent, in Education or Administration and have a concentration in Educational Administration.
2. Have five years of recent relevant work experience in one of the following fields:

 adult or technical education,
 business or industry, or
 public or private social services.
3. Meet the General Competencies specified for school district administrators with the exception of 9.7 regarding school construction.
4. Demonstrated knowledge of the principles and practices useful for the development and implementation of a comprehensive adult service program, including knowledge of education, administration, business, and community as evidenced by;

 three (3) years of successful teaching experience

 or

 an equivalent learning experience such as experience in preparing and implementing programs in adult education, training or personnel management or human resources development and/or employment counseling.